



# Creative Communities

## FY20 Grant Program

### Phase 1 Guidelines Summary

*This program is supported with  
funding from the National Endowment for the Arts*



**Purpose:**

The Creative Communities grants program encourages arts education and community arts development in Wisconsin. It provides support for projects that are done *with* the community rather than just *for* the community, and that further the Arts Board's goals in the following three areas: [Arts Education](#), [Folk and Traditional Arts](#), or [Local Arts](#).

Applicants are welcome to submit one proposal to one of these three categories per year. Grant guidelines for Creative Communities Program Phase 1 and Phase 2 are available on the [Creative Communities grant program webpage](#).

**Eligibility:**

Applicants must:

1. have been doing mission-related work for three years prior to application, and
2. either hold tax-exempt status under Section 501(c)3 of the Internal Revenue Code, or be part of a larger nonprofit institution or a unit of state, local, or tribal government including public schools and universities.

If neither of these is applicable, applicants may apply using a separate nonprofit organization as a fiscal receiver.

*Note: WAB Creation and Presentation grant recipients may not apply to the Creative Communities program (and vice versa).*

**Timeline:**

<b>January 15, 2019</b>	12:15pm Q&A phone session for applicants*
<b>January 15, 2019</b>	New applicants to WAB's Creative Communities program must notify the Arts Board of their <b>intent to apply</b> by this date. Notification should be in the form of an email to <a href="mailto:artsboard@wisconsin.gov">artsboard@wisconsin.gov</a> .
<b>January 17, 2019 by 3pm</b>	Electronic submission deadline for Phase 1 applications
<b>February 1, 2019</b>	Eligible applicants are invited to submit a Phase 2 application
February 21, 2019	12:15pm Q&A phone session for Phase 2 applicants*
February 28, 2019 by 3pm	Deadline for Phase 2 electronic application form
April 2019	Panel Meetings
July 1, 2019	Activities on which grant can be spent, begin (no earlier than)
June 30, 2020	Activities on which grant can be spent, end (no later than)
<b>Please note:</b> Grant checks may not arrive until as late as October 2019, depending on State Legislative and Administrative action. If your project occurs before October, please contact staff to discuss the impact this may have on your project.	

*\*Phone-in Q&A - Use this time to ask questions of WAB staff and hear other applicants' questions. To call in, dial toll-free 1(888) 291-0312 and enter Access Code: 8928952# when prompted. While this is not required, it is encouraged.*

### Grant Amounts:

Grants will range from a minimum of \$1,500 to a maximum of \$6,000.

A 1:1 match, half of which must be cash, is required from the applicant for these funds.

(The amount of the grant request cannot be more than half the overall budget of the project.)

### To Apply:

New applicants to WAB's Creative Communities program must send an email to [artsboard@wisconsin.gov](mailto:artsboard@wisconsin.gov), stating their intent to apply and providing a phone number at which they can be reached if WAB staff has questions.

Applicants must complete the Phase 1 application form and submit it electronically by Thursday, January 17, 2019 at 3:00 pm to the Wisconsin Arts Board. Late Phase 1 applications will not be accepted. It is the responsibility of the applicant to submit the application by the deadline day and time.

- Log-in to WAB's Online Application System (<http://wab.smartsimple.com/>)
- Click the 'Register' button at the bottom of the page and complete registration.
- Your new user information will be emailed to the address you provide within your registration within 10 minutes.
- Log-in and click 'Funding Opportunities,' choose Creative Communities.
- Complete the application form, clicking 'Save Draft' at the end of each page.
  - Be sure to address each of the following points in your **Project Summary** (450-word maximum):
    - Introduce your organization briefly.
    - Describe the project. (If this is a multi-year project, identify the year in which the project originated.)
    - State the reason(s) for the project/the goal(s).
    - Who will do what? (Include project leaders, artists, and members of the broader community with whom you'll work. Remember that the purpose of the Creative Communities Program is to support projects that are done with the community, rather than those that are done for the community.)
    - When will they do what you just described? Describe the timeline for the project.
    - If this is a new component of an existing project, explain how this new component relates to - and is separate from - the existing project.
  - If invited to submit a Phase 2 application, you will have the opportunity to submit a four-page narrative to provide more detail about your project.
- When finished, click 'Submit.' **Reminder: Submission deadline is 3pm, January 17, 2019.**
- You will receive a confirmation email once your submission has been accepted.

Panelists will evaluate your application based primarily on your 450-word project summary (specific instructions for which are located within the application form), using the following criteria.

### Phase 1 Evaluation Criteria:

- 1) Project aligns with the purpose of the Creative Communities program and the goals for the relevant component.
- 2) Project's artistic merit and/or educational/cultural value is strong.
- 3) Level of community participation and accessibility is high.
- 4) An extra point will be awarded to projects that are especially creative/innovative.

### Grant Proposal Writing Assistance:

Arts Board staff is available to provide grant proposal assistance throughout the year. Call (608) 266-0190 or email [artsboard@wisconsin.gov](mailto:artsboard@wisconsin.gov).